

Flying

CIVIL AIR PATROL FLIGHT MANAGEMENT

This supplement prescribes the responsibilities of all National Capital (NATCAP) Wing personnel as applicable to the control and management of Civil Air Patrol flying programs, aircraft, and aircrews. Federal Aviation Administration (FAA) requirements are minimum standards; however, in some instances CAP has established higher standards than FAA minimums. The objective of this supplement is to encourage safety, promote effective and efficient management, establish standardization, and provide effective supervision for CAP flying activities. CAPR 60-1, 7 December 2006, including Change 1, 23 January 2007 and Change 2, 23 July 2007, is supplemented as follows:

2.1p (added) The Pilot in Command is responsible for ensuring equipment and articles in the cargo compartment are properly secured behind the cargo net prior to flight. Items carried in the rear seat should also be secured.

2-1q (added) All CAP member furnished aircraft supporting any CAP operation will also carry an appropriate fire extinguisher, survival kit, and a copy of an executed Hold Harmless Agreement.

2-1r (added) A flight plan is required for all NATCAP Wing flights and flights within the TFR and/or ADIZ and must conform to the applicable operations specifications with respect to flight plan requirements in those airspace segments.

2-1s (added) All flight operations within the Temporary Flight Restricted (TFR) area will conform to the operating specifications of any Transportation Security Administration waiver for flight operations, practice IFR approaches, and transponder code requirements with which the flight is operating. Except as otherwise authorized by the Wing Commander, the Director of Operations, or an Incident Commander, flights within the TFR will depart the TFR into the Air Defense Identification Zone by the most direct means possible and flights returning to Davison Army Airfield (DAA) will return by the most direct means possible. This precludes TFR departures/arrivals straight to/from the north, except for SARCAP, Disaster Response, or Home Land Security missions which may dictate otherwise. Prior to operating within the TFR, pilots must be briefed on TFR operations and waiver specifications by the Operations Staff and they must execute a TFR Statement of Understanding. This paragraph is rescinded if the TFR program is ever terminated.

2.1t (added) All flight operations from Davison Army Airfield will comply with the Davison United States Army Airfield Operations Manual procedures and requirements. The manual is normally available for review in Base Operations.

2.1u (added) In addition to the items specified by Federal Air Regulations Part 91 concerning passenger briefings, the following items will also be pre-briefed by the crew prior to each flight:

(1). Emergency procedures for engine failure on takeoff (on the runway and airborne), landing, and cruise flight.

(2). Use of Cockpit Resource Management for effective cockpit communication and to scan for traffic and to handle checklists or other duties in the event of an emergency.

(3). Transfer of aircraft flight controls and procedures.

2.1v (added) Senior Members must complete Level I and Cadet Protection Training before flying in any capacity in a CAP aircraft or being designated as an aircrew member in any capacity.

2.1w (added) Unless briefed otherwise for a particular mission, aircrew will monitor 121.5 on the Direction Finder at all times and will keep a listening watch on Ch 2 on the CAP radio to the maximum extent possible.

2.1x (added) The pilot in command will:

(1) Enter sortie data into the Web Mission Information Management System (WMIRS) against the applicable mission number prior to obtaining a flight release.

(2) Perform an Air Sortie Risk Management Analysis.

(3) Perform a crew safety briefing in accordance with the checklist prior to engine start to include emergency procedures and responsibilities in the event of engine failure.

(4) Any Pilot In Command (PIC) has the authority to recommend aircraft grounding to the Flight Release Officer.

(5) Inform the Flight Release Officer with the WMIRS mission number when requesting sortie flight release and the starting, ending, and total Hobbs and Tachometer times immediately at the completion of the flight

(6) Close out sortie data in the WMIRS system.

(7) Record any maintenance discrepancies in the appropriate section of the Aircraft Information File and report the discrepancies to the Flight Release Officer.

(8) Refuel aircraft after each flight unless the Flight Release Officer specifies or approves otherwise.

(9) Secure the aircraft when left unattended on the ground by chocking, control/avionics locking, and locking all doors. Aircraft will be tied down if continuous surface winds are in excess of 10 knots.

(10) Secure the aircraft after flight completion/termination by removing all trash, stowing all charts and headsets, and installing window/cabin covers, cowl plugs, and pitot cover. In summer season, the wind screen and leading edges of all surfaces and cowl will be cleaned of bugs. If an aircraft is flown at 500 feet ALG or below over a body of salt water, it will receive a clear water rinse immediately upon landing.

(11) Reimburse National Capital Wing at rates as established in NATCAP Supplement to CAPR 66-1 in a timely manner for all flight charges incurred in "B" and "C" missions.

2.1y (added) The Pilot in Command is responsible for providing flight documentation and fuel receipts to CAP Operations Office immediately post flight. Documentation includes aircraft flight data reports, CAPFs 7, AFROTC flight completion forms or any other documentation pertinent to the flight and corresponding mission symbol upon which the flight was released.

2.5h (added) The States of Delaware, Maryland, and Virginia define NATCAP Wing's local flying area; the Wing Flight Release Officer may authorize flights anywhere within this area. Flights to an immediately adjoining Wing within the Middle East Region require the prior permission and approval of the Wing Commander or the Director of Operations if the Wing Commander is not available.

2-8j (added) Due to the small size of NATCAP Wing and the centralized nature of aircraft assigned and to properly administer the Flight Release Program, all official Pilot Records will be maintained at the Wing level.

2.19a2 (added) Minimum takeoff conditions are the FAA specified takeoff minimums for the field. If no minimums are specified, the minimum takeoff visibility will be 1 mile. Minimum takeoff ceiling will be the lowest non-precision IFR approach minimum at the takeoff field or another field within 10 NM of the takeoff field if the takeoff field does not have an instrument approach. These are minimums, and the takeoff decision for these or higher values remains within PIC.

2.19e (added) Each aircraft will be equipped with the following "loose" equipment, in addition to the Aircraft Information File, which must be on board the aircraft except if stored while on a local flight (such as cabin cover or cowl plugs):

- (1) Chocks and tie down ropes
- (2) CO monitor
- (3) Cabin and pitot covers
- (4) Cowl plugs
- (5) Control and avionics lock
- (6) Baggage tie down net
- (7) Survival equipment (except over water equipment unless needed for the flight contemplated/undertaken).
- (8) CAP In-Flight Guide and local area maps

Over water survival equipment, de-icing equipment, aircraft wing covers, and pre-heat equipment will not normally be maintained in aircraft but will be maintained in appropriate support equipment storage lockers.

2.19f (Added) Proficiency and SAREX flights will not be conducted when winds are at or exceed 30 knots, including gusts, 15 knots crosswind.

2.19g (added) Aircraft will be properly preheated when the ambient temperature has been below freezing for a period of two hours or longer. Preheating will be at PIC expense for "B" and "C" missions.

3-1 (added) Initial flight checks will be performed in 172, 182, and 182 G1000 aircraft in that order. That is, pilots are expected to progress with checkouts through the aircraft inventory, with the 172 being the entry level aircraft. The 182 G1000 should be the last aircraft in which a pilot is certified, not the first. Any flight currency that may have lapsed as defined by current Federal Aviation Administration Regulations, such as day, night, or instrument, may be regained in Corporate Aircraft (or member furnished aircraft operating with a CAP flight release) only by flying with a CAP Instructor/Check Pilot certified for the type of flight undertaken.

3.2d (6) (added) Instructor pilots will not instruct in CAP corporate aircraft until appointment has been made by the Wing Commander.

3.5c (added) An annual flight check obtained from Maryland or Virginia Wings or the Congressional Squadron will be accepted by NATCAP Wing and will meet annual check ride requirements for both NATCAP members and members of these other units who may fly NATCAP aircraft. Initial flight checks by these units are also acceptable by NATCAP Wing

provided a local area orientation, a Davison Army Airfield orientation and a TFR Waiver orientation are conducted by NATCAP Wing.

3.5e (added) Only CAP Check Pilots who hold FAA Instrument Instructor certification in the applicable category and class of aircraft shall conduct instrument portion of the check ride except for basic hood work needs. Such instructors are the only ones authorized to recommend instrument flight privileges for the examinee.

3.5k (added) Pilots must participate annually in at least one flight clinic, aircrew meeting/school, SAREX, mission, or Wing Conference as well as regular attendance at meetings of the unit of assignment in order to be eligible for funded CAPF 5 check rides.

3.5l (added) New members will receive orientation and preparation for the CAPF 5 flight check to include orientation to TFR and Davison Army Airfield operating procedures in addition to CAPR 60-1 requirements.

3.5m (added) If a member with a current CAPF 5 is taking a renewal CAPF 5 or is taking an initial check ride in a new aircraft type and unsatisfactorily completes the check ride, then the current CAPF 5 may be voided by the Director of Operations. If a pilot fails the instrument portion of a CAPF 5 check but satisfactorily completes the remaining portions, then the pilot may be found current for VFR privileges only and only the IFR portion of the check ride need be re-accomplished if instrument privileges remain desired.

3.5n (added) A Check Pilot who has given dual instruction in preparation for a CAP check ride may not administer the check ride to that pilot.

3.9a (1) (added) All Mission Pilot check rides conducted in NATCAP Wing will consist of an oral review and a flight evaluation. The mission check pilot will review the applicant's training record to insure conformance with training and qualification requirements specified in CAPR 60-3 and any NATCAP Wing supplements. The mission check pilot will present the applicant with a scenario and the applicant will have to walk the mission check pilot through all planning and execution phases of the flight to include but not limited to: air sortie risk management analysis, document preparation; crew briefing; crew coordination; flying abilities; decision making; and reaction to emergency situations - both orally and in-flight.

(2) The applicant must demonstrate overall control of the mission at all times. To the maximum extent possible, the check ride will be performed with a crew complement (i.e. a backseat observer/scanner).

(3) All check rides will include a grid type search both with and without any electronic means.

(4) Use of a training ELT is mandatory for all check rides, and the applicant must demonstrate ability to locate an ELT using DF, Wing Null, or Aural methods. If the Becker DF is used, any tunable frequency can substitute for a training ELT.

(5) The applicant is pilot in command unless specific circumstances require the mission check pilot to function as such for a portion of the flight. Any such conditions will be clearly discussed and agreed upon prior to conducting the mission flight check. If circumstances require the mission check pilot to assume command of the aircraft during the mission flight check to prevent a dangerous situation, the flight check is **considered** unsatisfactory and **immediately** terminated.

(6) Mountainous Terrain Search evaluations will not be conducted. Qualifications for Mountainous Terrain will be earned and evaluated ONLY at National, Region, or other Wing sponsored, standardized curriculum programs.

(7) Mission Check Pilots who are not CFIs will verbally evaluate Section VI, Emergency Procedures, CAPF 91, with the mission pilot being evaluated and not actually exercise the procedures.

4-1 (added) Flight releases are assigned to pilots and not to aircraft. Aircraft are scheduled, and pilots are released. These are normally two separate actions; however, the NATCAP Flight Release Officer also serves as scheduler. Even though one call can accomplish both scheduling and release, these are two separate actions and the distinction is important. The Pilot in Command for each flight must obtain a release, and the release is only for that pilot, who will serve as Pilot in Command (PIC). The released PIC may not allow passengers or pilot-rated passengers, none of whom have a flight release, to manipulate the controls except for designated CFI's in performance of CFI duties necessary for the flight or qualified persons performing safety pilot duties during simulated IFR flight. If two or more qualified pilots are flying together and both are to fly, both need a flight release. Pilots must identify themselves as who will be Pilot in Command during each phase or leg of the flight. Flight scheduling, release, and documentation will conform to the policies contained in Scheduling and Flight Release and Documentation Policy dated 18 May 06 or as later superceeded.

4.6d (added) Each FRO will complete CAP's on-line FRO Training Course and documentation will be maintained in the Wing files.

4.9c (added) The FRO will use a computerized listing maintained in the Wing Data Files and/or the MIMS system to ensure flights are properly released.

OFFICIAL

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